

Appendix K

Glossary of Terms, Definitions, and Acronyms

The following definitions apply to this and other documents related to the U.S. Bureau of Reclamation Safety and Occupational Health Standards unless specifically stated in the section.

Abatement Plan	A written plan identifying the deficiency, date of correction, individual(s) responsible for correction, interim corrective measures, and a justification for delay in immediate correction of the deficiency.
Accepted/Acceptable	A term denoting when a written procedure, practice, method, program, engineering design, or employee qualification criteria submittal, which, after a cursory review by an authorized Reclamation representative, is determined to generally conform to safety and health or contractual requirements. Acceptance or acceptability of such submittals in no way relieves the submitting entity from ensuring employees a safe and healthful work environment or complying with all contractual requirements and good engineering practices.
Accident	An unplanned event that results in injury, illness, death, property damage, mission interruption, or other loss that has a negative effect on the mission.
Approved	A method, equipment, procedure, practice, tool, etc., which is sanctioned, confirmed, as acceptable for a particular use or purpose by a person or organization authorized to render such approval or judgment.
Attendant	An attendant is a person trained, authorized, and designated to perform attending duties as prescribed in the confined space program. The individual must have no other tasks except to be stationed outside the permit required confined space to monitor the entrants.
Authorized Person	A person approved or assigned by the employer to perform a specific type of duty or to assume a specific responsibility.
Blanking or Binding	The absolute closure of a pipe, line, or duct by the fastening of a solid plate that completely covers the bore and that is capable of withstanding the maximum pressure of the pipe, line, or duct with no leakage beyond the plate.

Buddy System	A team of two diving partners on a diving operation. The buddy divers are jointly responsible for the assigned mission. Each diver keeps track of depth and time during the dive. Each diver must watch out for the safety and well-being of his buddy and be alert for symptoms of nitrogen narcosis, decompression sickness, and carbon dioxide intoxication.
Certification	The process and documentation of testing and validating an individual, system, or component, preferably by an independent testing agency, for compliance with established criteria.
Certified or Licensed	One who possesses a license or certificate issued by a recognized authority, attesting that he has been trained and/or tested and is competent and qualified in a specific field of endeavor.
Certified or Licensed (employee, craftsman, or professional)	One who possesses a certificate or license (or has been licensed or certified by a recognized authority) attesting that he/she has been trained or tested and is competent and qualified in a specific field of endeavor.
Clearance	A process used to establish, under tightly controlled discipline, a safe environment in which workers can perform their tasks on specific electrical, hydraulic, pneumatic, or mechanical equipment and/or facilities. It includes the actions of systematically isolating the equipment from all sources of hazardous energy and using lockout/tagout procedures for the operating and control points for these sources of energy. It also includes a written statement with documentation (switching program) declaring that the equipment to be worked on has been deenergized and isolated from hazardous sources of energy
Clearance (minimum distance)	The distance from uninsulated, energized equipment that is considered safe. The term "minimum distance" is preferred to avoid confusion with "Clearance."
Codes	Rules and standards adopted by a governmental agency as mandatory regulations having the force and effect of law. Also used to describe a body of standards.
Collateral Duty Safety Representative (CDSR)	An employee who is formally charged, on a part-time basis, with safety program duties and responsibilities, in addition to regularly assigned duties. The assigned CDSR must have training prior to assuming the assignment, and periodically during the period of assignment.

Competent Person	A person who by training and/or experience is capable of performing specifically assigned duties and responsibilities. Further, the person is capable of recognizing existing and predictable hazards or conditions which are unsanitary, hazardous, or dangerous and is authorized to initiate prompt corrective action.
Confined Space	A confined space is a space that is large enough and configured for an employee to enter and perform assigned work, but has limited or restricted means of entry and egress, and is not designed for continuous human occupancy.
Confined Space Program	A confined space program is a site-specific program that establishes the procedures for entry into permit required confined spaces, and identifies the persons authorized to perform the various duties at each entry.
Contaminant	Any material, that, by nature of its composition or reaction with other materials, is potentially capable of causing injury, death, illness, damage, loss, or pain.
Contractor	Any individual or firm under contractual agreement with Reclamation or its subunits for the performance of services and products, such as construction, maintenance, and hazardous waste activities, including subcontractors of a prime contractor.
Danger	A term denoting liability or potential to cause injury, death, illness, damage, loss, or pain.
Deadman Switch	A switch that requires constant pressure to supply electrical current to the circuit.
Defect	Any characteristic or condition that weakens or reduces the strength of a procedure, material, or object of which it is a part.
Designated Person	An employee who has been trained or is qualified and assigned the responsibility to perform a specific task.
Double Block and Bleed	The closure of a line, duct, or pipe by closing and locking or tagging two in-line valves and by opening and locking or tagging a drain or vent valve in the line between the two closed valves.

Employer	A contractor or Reclamation project/area manager who has employees engaged in work for or in Reclamation controlled areas.
Energized Facility Maintenance	Maintenance work on an energized conductor or part of its supporting structure. Also includes work on a deenergized component (busing, disconnect switch, etc.) located near an energized conductor or part.
Engulfment	The surrounding and effective capture of a person by a liquid or flowable solid substance that can be aspirated to cause death by filling and plugging the respiratory system or that can exert enough force on the body to cause death by strangulation, constriction, or crushing.
Entrant	An entrant is a person trained and authorized to enter confined spaces under conditions documented in the confined space permit.
Entry Supervisor	A person trained, authorized, and designated (such as employer or foreman) by a written permit to be responsible for determining if acceptable entry conditions are present at a permit required confined space, authorizes each entry, oversees entry operations, and terminates entries when violations or hazards occur. The entry supervisor may also serve as an attendant if the individual meets requirements as an attendant.
Equipment	Any machine, device, or apparatus—electrical, mechanical, or hydraulic—including transmission lines, piping systems, and waterways.
Foreman (Job Supervisor)	The person directly in charge of personnel at the worksite, regardless of operating or payroll title.
Groundman	A person working at ground level in support of a lineman working aloft.
Hazard	A dangerous condition, potential or inherent, that can bring about an interruption or interfere with the expected orderly progress of an activity.

Hazardous Atmosphere	An atmosphere that may expose employees to the risk of death, incapacitation, impaired ability to self-rescue unaided, injury, or acute illness. Hazardous atmospheres include flammable gas, vapor, or mist, airborne combustible dust, oxygen concentration below 19.5 percent or above 23.5 percent, concentrations of substances that exceed dose or permissible exposure limits, or other atmospheric condition immediately dangerous to life or health.
Hazardous Condition	A physical condition or circumstance that is a precondition of an accident occurrence.
Hazardous Substance or Material	Refers to any substance which, by reason of being explosive, flammable, poisonous, corrosive, oxidizing, irritating, or otherwise harmful, is likely to cause illness or injury.
Heavy Gear	Diver-worn, deep-sea dress, including helmet, breastplate, dry suit, and weighted shoes.
High Scaling	Manually or mechanically removing, drilling, blasting, rock bolting, grouting, shoring, forming, inspecting, surveying, or testing rock, concrete, or other materials on vertical faces and slopes or inclines steeper than 1:1 or where workers and machinery require external assistance to maintain stability.
High Voltage	Refers to all voltages of 600 volts or greater, unless otherwise defined in the text of this manual.
Hot Line Order	A statement with documentation from the Operations Supervisor to the Job Supervisor that specific work may be done on or near a line or other equipment without requiring that it be disconnected from all sources of energy. The equipment is to be considered energized or “hot” (see FIST Volume 1-1 for application).
Immediately Dangerous to Life and Health (IDLH)	A condition or practice that poses an immediate threat to life and health, or an immediate threat of severe exposure to contaminants, such as toxic or radioactive materials which are likely to have adverse delayed effects on health.
Imminent Danger	Any condition or practice that could reasonably be expected to cause death or serious physical harm before normal abatement actions can be taken.

Incident	For reporting purposes, an unplanned event involving people, equipment, or the environment that could have resulted in an injury, illness, or loss, but did not.
Industrial Hygienist	An individual who, by virtue of education, training, special studies, certification, and experience, has acquired competence in industrial hygiene. He/she is capable of recognizing the environmental factors, toxic chemicals, and stress of work operation; evaluating those factors based on experience and quantitative measurement techniques; and recommends methods to eliminate, control, or reduce such stresses.
Job Hazard Analysis	A study of a job or activity to (1) identify hazards or potential accidents associated with each step or task, and (2) develop solutions that will eliminate, mitigate, or prevent such hazards or accidents. A job hazard analysis should be an integral part of the written procedures for work activities.
Lineman	A payroll classification or title given a craftsperson whose duties include climbing wood poles or steel structures to perform work on electric power transmission and distribution circuits.
Office Head	Unless otherwise indicated, means the Reclamation official responsible for the area or work activity to which the standard applies. Usually, the Area Manager, Project Manager, or Project Construction Engineer; but in some organizations, the Chief, Power Division; Chief, Field Division; or similar official.
O&M Employee	Any person directly involved with the operation and maintenance of facilities or features of a Reclamation power or water system or involved in activities supporting the O&M function.
Onsite Construction Operations	All construction activities performed under Bureau of Reclamation contract which are carried out within the confines of the project or construction site as specified in the contract document. It also includes all activities on offsite property used by the contractor or his subcontractors for the primary purpose of implementing work under the contract (i.e., borrow pits, repair shops, warehousing, equipment fabrication, and assembly sites, etc.).
Performance Inspection and Tests	Inspection and tests to determine if equipment can safely perform its intended functions.

Permit Required Confined Space	A confined space in which one or more of the following conditions may exist: (a) the space contains, or may contain an atmospheric hazard; (b) the space contains an engulfment hazard (i.e., water or other flowable material that may engulf an entrant); (c) the space has a configuration which may trap an entrant; (d) the space has any other serious safety or health hazard. A formal process and documentation (entry permit) which includes entry and work procedures, atmospheric monitoring, hazards, and emergencies, is required.
Personal Protective Equipment (PPE)	The term shall include, but is not limited to, devices designed to be worn by workers for eye, face, head, respiratory, hand, arm, body, leg, foot, and fall protection.
Procedure	A course of action by which work is initiated, performed, controlled, and completed. A procedure establishes what action is required, who is required to act, and when the action is to take place.
Professional Engineer	One possessing a recognized degree from an accredited college and a current engineering registration certificate, and who, by knowledge of appropriate national standards, training, and experience, has successfully demonstrated the ability to design, analyze, and determine proper application of electrical, mechanical, hydraulic, and structural equipment and systems and their proper application.
Prohibited Conditions	A condition within a confined space that indicates that a control measure specified in the permit has become ineffective, or that a hazard exists within the space which was not anticipated and for which no control measure is in place. Immediate evacuation is necessary when a prohibited condition is identified.
Qualified	Refers to one who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training, and experience, has successfully demonstrated ability to solve or resolve problems relating to the subject matter, the work, or the project.
Radiation Specialist	An individual who, by virtue of education, training, certification, or experience, possesses the expertise necessary to develop and implement methods and procedures for the evaluation of radiation hazards to the subject matter, the work, or the project.

Safe	Relatively free from danger or hazard which could cause or result in injury, illness, or damage.
Safety Factor	The ratio of the ultimate braking strength of a member or piece of material or equipment to the actual working stress or safe working load when in use.
Safety and Health Professional	An individual who, by virtue of education, training, certification, and experience, has achieved professional status in the safety field.
Scuba	An acronym for Self-Contained Underwater Breathing Apparatus, in which the supply of breathing mixture carried by the diver is independent of any other source.
Special Work Permit	A statement that formalizes and documents the preparation and coordination between Reclamation and non-Reclamation personnel for Clearances and Hot Line Orders to facilitate work by non-Reclamation forces on or near Reclamation power facilities.
Supervisor	A person held responsible for the behavior and production of a group of employees.
Surface-Supplied Air (SSA)	A diving mode in which the diver in the water is supplied from the dive location with compressed air for breathing.
Threshold Limit Values	The limit below which the effects of airborne substances cease to be perceptible and dangerous to employees who may be repeatedly exposed, day after day.
Toxic	Of, pertaining to, or caused by poison; poisonous; harmful.
Unsafe Condition	Any physical state that is not acceptable or that presents risks to personal safety, or that has the potential to cause personal injury, illness, and/or damage to property. Also, any physical state that contributes to a reduction in the degree of safety normally present.

Acronyms

ACGIH	American Conference of Governmental Industrial Hygienists
ACI	American Concrete Institute
AGCA	Associated General Contractors of America
ANSI	American National Standards Institute
API	American Petroleum Institute
ASME	American Society of Mechanical Engineers
AWS	American Welding Society
CFR	Code of Federal Regulations
CO	Contracting Officer
COR	Contracting Officer's Representative
DM	Department Manual
DOT	Department of Transportation
EMT	Emergency Medical Technician
EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FHA	Federal Highway Administration
FOPS	Falling Object Protection Structure
FR	Flame Resistant
HEW	Health, Education, Welfare
HHA	Health Hazard Analysis
JHA	Job Hazard Analysis
LPG or LP-gas	Liquefied Petroleum Gas
LPN	Licensed Practical Nurse
MSDS	Material Safety Data Sheet
MSHA	Mine Safety and Health Administration
MUTCD	Manual of Uniform Traffic Control Devices
NEC	National Electrical Code
NESC	National Electrical Safety Code
NFPA	National Fire Protection Association
NIOSH	National Institute for Occupational Safety and Health
NRC	Nuclear Regulatory Commission
NRR	Noise Reduction Rating
OSHA	Occupational Safety and Health Administration
PCSA	Power Crane and Shovel Administration
PEL	Permissible Exposure Limits
PFD	Personal Flotation Devices
POL	Petroleum, Oils, and Lubricants
PPE	Personal Protective Equipment

RF	Radio Frequency
RN	Registered Nurse
ROPS	Rollover Protective Structures
SAE	Society of Automotive Engineers
TLV	Threshold Limit Value
TWA	Time Weight Average
UL	Underwriters Laboratories
USC	United States Code
USCG	U.S. Coast Guard